

MINUTES
WOODSTOCK CITY COUNCIL
City Council Chambers
April 21, 2020

A regular meeting of the Woodstock City Council was called to order at 7:00 PM on Tuesday, April 21, 2020, by Mayor Sager in the Council Chambers at Woodstock City Hall. Mayor Sager noted this meeting of the Woodstock City Council is being held under the Mayor's Emergency Declaration with Council members attending remotely and those attending at City Hall observing social distancing. Noting there are no members of the public attending the meeting in person, Mayor Sager stated it is being livestreamed as is the City's policy. He explained the procedures to be used by the City Council, City Staff, and the Public to join today's meeting, including how comments may be made and questions asked, and invited all to participate. Mayor Sager explained the Consent Calendar.

A roll call was taken.

COUNCIL MEMBERS PRESENT: Mayor Brian Sager.

COUNCIL MEMBERS ATTENDING REMOTELY: Darren Flynn, Lisa Lohmeyer, Wendy Piersall, Jim Prindiville, Gordon Tebo, and Michael Turner.

COUNCIL ABSENT: None

STAFF PRESENT: City Manager Roscoe Stelford

STAFF ATTENDING REMOTELY: Assistant City Manager/Finance Director Paul Christensen, City Attorney Ruth Schlossberg, IT Director Dan McElmeel, Public Works Director Jeff Van Landuyt, Human Resources Director Debbie Schober, Library Director Nick Weber, Building and Zoning Director Joe Napolitano, and City Planner Darrell Moore.

OTHERS PRESENT: City Clerk Cindy Smiley

OTHERS ATTENDING REMOTELY: none

Mayor Sager noted the presence of a quorum under the revised rules of the Governor during this Covid emergency. City Clerk Smiley confirmed the agenda before the Council is a true and correct copy of the published agenda.

III. FLOOR DISCUSSION

A. Proclamation – National Library Week

Mayor Sager stated this is a proclamation for National Library Week and invited Library Director Nick Weber to make comments.

Mr. Weber thanked the Mayor and City Council for their support of the Library this evening and year-round. He stated he and the Library staff appreciate the City and particularly how they have handled the current situation during these difficult times.

Mayor Sager expressed the City's appreciation of Mr. Weber's leadership of the Library and its gratitude to the Library Board and Library staff.

Without objection, the City Council approved and adopted the *Proclamation Honoring National Library Week and the Woodstock Public Library*.

Mayor Sager read the proclamation and congratulated Mr. Weber. He asked him to extend the Council's sincere thanks to his colleagues at the Library and extended sincere commendations and gratitude on behalf of the community for the contributions made by the Library and its staff.

B. Public Comments

There were no comments forthcoming from the Public.

C. Council Comments

There were no comments forthcoming from the City Council.

IV. CONSENT AGENDA

Motion by M. Turner, second by D. Flynn, to approve the Consent Agenda.

In response to a question from Mayor Sager, there were no items removed from the Consent Agenda by the City Council or the Public.

In response to a question from Mayor Sager, there were no questions or comments raised by members of the City Council or the Public on items on the Consent Agenda.

Mayor Sager affirmed the Consent Agenda to include items A through D-8 as follows:

A. MINUTES OF PREVIOUS MEETING

April 7, 2020 City Council Meeting

B. WARRANTS #3901 #3902

C. MINUTES AND REPORTS

Human Resources Department Monthly Report	February 2020
Woodstock Police Department Monthly Report	February 2020

D. MANAGER'S REPORT NO. 155:

- 1. Affirmation of the Mayor's Emergency Declaration – (COVID-19 Emergency) –**
Affirmation by the Council of a Continuation of the Mayor's Emergency Declaration through April 30, 2020.
- 2. Approval of a Delayed Due Date for Video Gaming License –** Approval to delay the payment deadline for FY20/21 Video Gaming License fees of \$1,000 per establishment and \$500 per gaming machine from May 1st to November 2nd at 5:00PM.

3. **FY20/21 Salary Structure and Schedule of Authorized Positions** – Approval of the following FY20/21 Budget items:
 - a) Exhibit III – City of Woodstock FY2020/21 Salary Structure for Non-Represented Employees, identified as Document 1; and
 - b) Exhibit IV – City of Woodstock FY2020/21 Schedule of Authorized Positions/FTEs, identified as Document 2.
4. **Approval of Purchase – Microsoft Office Professional Plus 2019 Licensing** – Approval to purchase 110 copies of Microsoft Office Professional Plus 2019 from Computer Discount Warehouse – Government via the State of Illinois contract for the estimated cost of \$37,300.
5. **Ordinance – Approval of FY20/21 Water/Sewer Rates** - Approval of Ordinance 20-O-28, identified as Document 3, *An Ordinance Amending Portions of Title 6, Chapter 4 of the City Code of the City of Woodstock, McHenry County, Illinois Pertaining to Water and Sewer Rates.*
6. **Award of Contract – Slate Roof for the Opera House** – Authorization to award a contract to Ryan Restorations, Caledonia, IL for the work as quoted in Part II of their proposal in the amount not to exceed of \$27,376 to repair and restore the damaged slate on the Woodstock Opera House north-side roof as soon as can be scheduled.
7. **Ordinance – City Code Amendment – Electric Vehicle Parking** – Approval of Ordinance 20-O-29, identified as Document 4, *An Ordinance Providing for an Amendment to the City Code of the City of Woodstock, McHenry County, Illinois Providing for the Addition of Certain Traffic Regulations*, designating two parking spaces in the Throop Street Metra Lot as being reserved for electric vehicles only.
8. **Ordinance – Approval of FY20/21 Budget** – Approval of Ordinance 20-O-30, *An Ordinance Adopting the City of Woodstock, McHenry County, Illinois Annual Budget for the Fiscal Year 2020-2021.*

A roll call vote was taken. Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager. Nays: none. Abstentions: none. Absentees: none. Motion carried.

V. DISCUSSION

1. Old Courthouse Design

Mayor Sager stated Staff has been actively working on this project with Gary Anderson of Gary W. Anderson Architects, noting this evening Council will see a presentation summarizing what has occurred in conversations with the various businesses that submitted proposals for the Old Courthouse.

City Planner Darrell Moore reminded Council of the City Council Workshop held two months ago at which Staff was given direction to work with the prospective tenants who submitted proposals to work out details and develop building floor plans that worked for all and then come back with a conceptual design package. Mr. Moore described these meetings, stating Staff was able to resolve space issues between the prospective tenants and get everyone within their own space, opining all are still interested in moving forward with the caveat that the COVID-19 impacts may require them to revisit this decision in the future.

Mr. Moore stated he will provide information on the concepts the prospective tenants have been looking at and ask for Council comments and direction as to whether the City is ready to move forward into the next phase where Gary Anderson would make detailed architectural plans and come back with costs.

Mr. Moore first showed renderings of elevations for two concepts of the Throop Street entrance, Elevation A featuring brick and Elevation B featuring, glass noting the benefits of both. He also showed a depiction of the new Throop Street lobby interiors and the central corridor perspective.

Mr. Moore then presented floor plan concepts for all levels of the Old Courthouse and Sheriff's House. He stated the concept for the lower level of the Courthouse and Sheriff's House/Jail features the Public House operating entirely on one level, which appealed to them. He stated they would operate in both buildings with additional seating, including jail cells, in the front of the Sheriff's House and storage in the back. He noted they would have handicap-accessible restrooms and new access to the patio area via a connector that would allow patrons to go left or right into either building.

In response to questions from Councilman Tebo, Mr. Moore explained the new entrance to the Sheriff's House off Cass Street, which would allow traffic to access both levels. He stated the operators of the Public House approved having four entrances.

In response to a question from Councilman Flynn, Mr. Moore stated the operators of the Public House looked at the new front entrance and felt it was a very good access point. Mayor Sager noted this would allow handicap access to the bar. In response to his question concerning access to the jail house area, Mr. Moore stated there could be two options, i.e., a ramp or steps, with Mayor Sager noting this also could be accessible.

In response to a question from Councilman Prindiville, Mr. Moore stated this design allows much more comfortable options for restrooms compared to the cramped facilities now available. Providing more information on this, he opined this is much improved space. Councilman Prindiville opined even more improvement should be made with the bathrooms throughout the building, opining it would be easy to do now. He stated he wished to be sure there is plenty of capacity and advocated for including windows in them if possible.

Councilman Turner opined this plan works surprisingly well, agreeing if changes are to be made, they should be made now.

Mr. Moore then showed a concept floor plan for the first floor of the Sheriff's House and Jail, noting this would be occupied by the Milk House in the front and Ethereal Confections in the rear. He stated the Milk House would use the front as well as a portion of the patio with access up the front stairs or through the elevator, meeting all of their requests. He stated the back would contain a kitchen for Ethereal to serve the 2nd floor and possibly the banquet facility in the Courtroom. Mr. Christensen stated there would be a dumbwaiter to facilitate delivery of food to the upper floor.

In response to a question from Councilman Tebo, Mr. Moore pointed out and described the bathrooms proposed for this portion of the building, noting they will require new plumbing.

In response to questions from the City Council, Mr. Moore described the connectivity of the kitchen to the rest of the building including via stairs, elevator, and the dumbwaiter.

Discussion followed of the bathrooms and who would be responsible for them. Councilwoman Piersall opined the bathrooms in this area will not be adequate for the 50 people who will possibly line up in the hallway waiting to be served by the Milk House.

Councilman Prindiville noted there is no utility space provided such as employee changing rooms, noting it is possible they will have to use one of the bathrooms.

Discussion followed of the bathrooms and utility space. Councilman Turner noted Staff knows the code and the businesses, but asked that they take Council's comments into consideration. He agreed employees might need their own area and advocated for perhaps more dedicated bathrooms. Mr. Moore noted there are more common bathrooms located elsewhere in the buildings. Mr. Christensen stated bathrooms were discussed at length with Gary Anderson, noting they are hard to fit into the existing buildings.

Discussion followed of people entering and exiting the Milk House and the flow of those waiting in line with Mr. Christensen reminding all this is conceptual.

Discussion followed of the stairway with Mr. Christensen noting it must be left as depicted to preserve the historical aspects of the building.

Mr. Moore then showed a conceptual plan for the 2nd floor of the Sheriff's House/Jail, which is proposed to be occupied by Ethereal Confections. He stated this will include jail cells and would be a night club, which would be served by the kitchen on the first floor. He described the flow from the various entrances. Mr. Moore opined this has great potential for a historic feel. Noting this is

intended for Ethereal at present, Mr. Moore opined it would work for a number of different restaurant concepts.

Mr. Moore then presented the concept floor plan for the first floor of the Old Courthouse proposed to be occupied by the Woodstock Public Library. Noting this would include a Library Maker Space, he described the layout and use of this space, opining rooms 7 and 8 could also be included in this area. He stated the tables in this space could be folded and stored, opening the space for other uses during off hours. He noted that room 2 could be used as a retail space to sell items made in the makers' space or Woodstock memorabilia with tourist appeal. Mr. Moore noted the new bathrooms created in this space, the 1970s stairs that are proposed to be removed, and a window that has been added.

Mayor Sager expressed concern about the preservation of the historic aspect of the vault, stating he trusts the vault door will be preserved.

Councilman Prindiville returned to the issue of bathrooms, opining more could be added to this floor and encouraging Staff to continue to look at this. Mr. Moore explained the placement of the bathrooms and the difficulty of locating more in these historic buildings with additional discussion ensuing.

Mayor Sager noted the door to the east is the vault door with the historic chalkboard located just outside of this. He also noted one of the elements of the rooms being discussed is a track all the way around where a ladder was hooked up, opining this may need to be preserved.

In response to Mr. Moore noting his desire to preserve the windows in the rooms being discussed for other functions instead of bathrooms, Councilman Prindiville opined this is a question of priorities, noting this is a public building where bathrooms are important. He urged the City to consider this.

Lengthy discussion ensued of possible locations of additional bathrooms and of additional storage and employee space. Mr. Christensen provided information as to why additional bathroom locations cannot be found on this floor.

Mr. Moore then presented the concept floor plan for the second floor of the Old Courthouse, which is proposed to be occupied by Ethereal Confections as banquet and meeting space. He stated food would be prepared in the kitchen proposed for the Sheriff's House and moved to the catering kitchen on this floor of the Old Courthouse for service. Mr. Moore noted the rear wall of the Courtroom could be opened up and described the other meeting spaces proposed for this floor, noting Meeting Space A could be used for a bar area. He also noted the potential roof deck, which could be used by anyone in the building. He stated Ethereal has looked at this plan and is interested in going forward.

In response to a question from Councilwoman Piersall, it was noted the capacity of the Courtroom itself is estimated to be 150; the Courtroom plus the judge's chambers at 165; and up to 180 with

different configurations. Mr. Moore noted there are more bathrooms proposed than are required by Code and more than are available at the Opera House.

In response to a question from Councilwoman Piersall, Mr. Moore stated the Public House did not present a proposal for the Courtroom banquet space, noting Ethereal submitted the only proposal for this space. He stated it is Ethereal's wish to operate event space, not schedule events.

Discussion ensued of the traffic flow in and out of the catering kitchen. Expressing concerns regarding the layout and usability, Councilman Flynn asked Staff to take another look at this.

Mayor Sager agreed that the layout should consider what would be needed if the user is looking at a broad variety of events or uses in the space. He opined there are two major concerns: the limited footprint and the opportunity to deal with plumbing that does not exist in every location, noting sometimes the load-bearing walls or some historic aspect of the building might preclude changes. He stated this would apply to restroom locations also.

Concerning space for employees to change, etc., Mayor Sager opined it may not be possible for every business to have this space. He also expressed a concern regarding storage space, opining this is always needed.

Opining the plans presented look really good, Councilman Turner stated Staff and Mr. Anderson have taken Council's direction to make a lot of useable space. He expressed agreement with the comments concerning storage and restrooms, noting various areas which could be used for storage, additional restrooms, and a bride's room. Mr. Christensen and Mr. Moore reminded Council of the reasons restrooms cannot be located in certain suggested areas due to lack of plumbing or the presence of historic aspects.

Mayor Sager expressed his gratitude to Staff and Mr. Anderson for creating a plan that successfully uses the space and creates an entrance off Throop. He asked Council individually for their feelings concerning the two Throop Street elevations.

Discussion ensued. In response to questions from the City Council, Mr. Moore stated with both elevations it would be clear this is not part of the original building. He stated he is unaware whether a circle drive would still be possible in this area, but will discuss this with Mr. Anderson. He noted a trash compactor is being considered to accommodate trash for the entire building. He stated he will inquire about the cost of maintenance for both prospective elevations.

Councilwoman Piersall opined Elevation A appears more historic. Whatever elevation is used, she advocated for arched windows, opining they are true to the building.

Councilman Flynn opined Elevation B would draw people in.

Mayor Sager expressed support for Elevation B, noting the historic wall of the Old Courthouse can be seen through the glass. He opined the project should not pretend to try to recreate the historic building.

Councilwoman Lohmeyer expressed support for Elevation B, opining it looks inviting.

Councilman Tebo expressed support for Elevation B, opining it does not take away from the Square, but looks like the future.

Councilman Turner expressed support for Elevation B, noting he would expect it to look new, but also old through the use of materials. He stated he likes the look of the glass and the way it opens up the interior.

Councilman Prindiville stated his wish to keep the glass clean and sharp if Elevation B is selected, opining the City should commit to this.

Noting Council has made explicit comments regarding restrooms, storage, employee amenities, access, and maneuverability, Mayor Sager asked for any other comments, including the proposed rooftop area.

Concerns regarding access, expense, return on investment, and the fact that the rooftop deck area is not connected to a main dining area were voiced. Councilman Prindiville suggested putting in a doorway for future use. Councilwoman Lohmeyer opined it could be a place to read a book. Noting it could be a green area, Councilman Tebo suggested leaving it in the plans for the future. Councilman Turner questioned the area, noting it is directly over the garbage area. In response to a question, Mr. Moore stated this is the only area that would be useable for a rooftop deck.

Councilwoman Piersall stated she is impressed with the plans and the work put in to develop them, noting she is excited to see this project come to fruition. Mayor Sager echoed her comments.

Concerning the next steps, Mayor Sager suggested that Mr. Moore, Mr. Christensen, and Mr. Anderson work together to perfect things to include the Council's comments and then give the Council another opportunity to look at the plans. He stated he also would like to get a basic understanding from the Historic Preservation Commission and get the thoughts of the Old Courthouse and Sheriff's House Commission.

Discussion followed of the timeframe needed to meet the June 1st deadline for application for Historic Tax Credits as related to the needed steps. It was the consensus of the Council that the work on the plans for the Old Courthouse project move ahead with Staff taking Council's comments to Gary Anderson to work together to bring back revisions for review at the May 5th or 19th Council meeting. Mr. Christensen noted the City's application should meet all five criteria to qualify for the Tax Credits.

Mayor Sager expressed appreciation to Staff, the Council, and Mr. Anderson for working together to get to this point.

VI. FUTURE AGENDA ITEMS

A brief discussion ensued of the phasing proposed by the Federal government and how this may impact restaurants and bars.

There were no suggestions by the Council or the Public to add, delete, or amend items on the tentative future agenda.

VIII. ADJOURN

Motion by J. Prindiville, second by D. Flynn, to adjourn this regular meeting of the Woodstock City Council to the next regular meeting held at 7:00 PM on Tuesday, May 5, 2020 in the Council Chambers at City Hall.

Ayes: D. Flynn, L. Lohmeyer, W. Piersall, J. Prindiville, G. Tebo, M. Turner, and Mayor B. Sager.
Nays: none. Abstentions: none. Absentees: none. Motion carried.

The meeting was adjourned at 8:59 PM.

Respectfully submitted,

Cindy Smiley
City Clerk